



Equality Impact Assessment Template

Before carrying out EqlA, you should familiarise yourself with the University's EqlA Policy Statement and Guidance and Checklist Notes, and undertake our online training on Equality and Diversity and EqlA. These, along with further information and resources, are available at www.ed.ac.uk/schools-departments/equality-diversity/impact-assessment

EqlA covers policies, provisions, criteria, functions, practices and activities, including decisions and the delivery of services, but will be referred to as 'policy/practice' hereinafter.

A. Policy/Practice (name or brief description): Core Systems Programme

The University of Edinburgh is procuring a Core Hybrid ERP system to replace the existing HR and Finance platforms.

This will allow members of the University of Edinburgh community to use modern tools to carry out University business including more ready access to self-service in relation to HR and Finance activity.

The solution will replace the main University platforms for HR and Finance, namely Oracle HR and ABS eFinancials. This will also involve a change or removal of a number of associated smaller scale systems.

B. Reason for Equality Impact Assessment (Mark **yes against the applicable reason):**

- Proposed new policy/practice : **YES**
- Proposed change to an existing policy/practice : **YES**

C. Person responsible for the policy area or practice:

Name: **Jennifer Milne**

Job title: **Deputy CIO**

School/service/unit: **Information Services Group**

D. An Impact Assessment should be carried out if any of the following apply to the policy/practice, if it:

- affects primary or high level functions of the University : **YES**
- is relevant to the promotion of equality (in terms of the Public Sector Equality Duty 'needs' as set out in the Policy and Guidance)? **YES**
- It is one which interested parties could reasonably expect the University to have carried out an EqlA? **YES**

E. Equality Groups

To which equality groups is the policy/practice relevant and why? (add notes against the following applicable equality group/s)

- Age
- Disability
- race (including ethnicity and nationality)
- religion or belief
- sex
- sexual orientation
- gender reassignment
- pregnancy and maternity
- marriage or civil partnership¹

As a Cloud based Software-as-a-Service (SaaS) accessible to staff, students and alumni, the platform has the potential to affect all protected characteristics, but the equality groups for which the platform is particularly relevant are Disability and Race.

There may be a potential impact on disability and therefore the system will be assessed against Accessibility Guidelines / Criteria and Compatibility with assistive technology.

There is a potential impact on race as the system will be in English, but as English is the main teaching language of the University we do not anticipate any disadvantage.

Add notes against the following applicable statements:

- On any available information about the needs of relevant equality groups: **Accessibility of the bidding solutions and their compatibility with assistive technologies already in use within the Universities will be evaluated throughout the Dialogue and Final Submission phases of the procurement project, and Accessibility testing will form part of the Implementation Project. Evaluation of accessibility will be carried out by the University's Subject Matter Expert for Disability. Details of the current Accessibility standards are at the end of the document**
- Any gaps in evidence/insufficient information to properly assess the policy, and how this be will be addressed: **We feel we have sufficient information to proceed at this stage and will continue to monitor.**
- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups: **We do not believe the upgrading of this tool will result in any form of prohibited conduct. Any need for reasonable adjustments will be put in place during contract negotiation and monitored and managed during implementation and through the life of the contract**
- If the policy/practice contributes to advancing equality of opportunity²

¹ Note: only the duty to eliminate discrimination applies to marriage and civil partnership. There is no need to have regard to advancing equality or opportunity or fostering good relations in this respect.

² This question does not apply to the protected characteristic of marriage or civil partnership

It is hoped that the as the implementation of a new, modern SaaS based Hybrid ERP will increases accessibility to the system for disabled users and therefore advance equality of opportunity by decreasing the number of old, legacy systems which may require additional accessibility adaptations, or may not be accessible at all.

The new solution will also allow for greater visibility of information relating to performance both in terms of business processes and, where adopted, individuals' career. Greater visibility will provide the University with evidence to support or demonstrate areas of inequity that we will seek to resolve.

- If there is an opportunity in applying this policy/practice to foster good relations: **It is hoped by demonstrating the commitment of the University to choose an accessible product and the care taken to ensure the tool is accessible will demonstrate the commitment the University has to Equality and Diversity.**
- If the policy/practice create any barriers for any other groups? **We do not believe procurement or implementation of the new Core System will lead to any barriers for any other groups.**
- How the communication of the policy/practice is made accessible to all groups, if relevant?
- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice?
The University's Subject Matter Expert on Disability is engaged with the Core Systems Programme to ensure correct involvement during and throughout procurement and implementation of impacted equality groups and communities.
- Any potential or actual impact of applying the policy or practice, with regard to the need to eliminate discrimination, advance equality and promote good relations:
None at this stage

F. Equality Impact Assessment Outcome

Select one of the four options below to indicate how the development/review of the policy/practice will be progressed and state the rationale for the decision

Option 1: No change required – the assessment is that the policy/practice is/will be robust.

At this stage, no change is required as we are currently evaluating the qualified bidders during the dialogue phases of the Core Systems Procurement Project. As the project progresses and we negotiate term and conditions, including Accessibility, we will monitor the EQIA Outcome and change as necessary

G. Action and Monitoring

1. Actions

- a. **Accessibility will be considered and evaluated throughout the dialogue and final tender phases**
- b. **Any remedial actions to meet the outcomes of the EqIA requirements will be factored into the contract and legal work-stream during dialogue and final**

tender to ensure a development roadmap is agreed with the supplier prior to entering to a contractual arrangement

2. Review

- a. The EqIA will be reviewed at each phase of the Core Systems (Phase1) Procurement Project, and throughout the implementation phases of the programme**

H. Publication of EqIA

Can this EqIA be published in full, now? Yes

I. Sign-off

EqIA undertaken by (name(s) and job title(s)): Alasdair Paterson

Accepted by (name):

[This will normally be the person responsible for the policy/practice named above. If not, specify job-title/role.]

Date:

Retain a copy of this form for your own records and send a copy to equalitydiversity@ed.ac.uk

Appendix 1 – Implementation Partner Response to Accessibility

The following Oracle product(s) listed immediately below are capable of providing comparable access to individuals with disabilities consistent with the applicable provisions of (i) the Architectural and Transportation Barriers Compliance Board standards set out in 36 CFR Part 1194 (known as 'Section 508') effective as of June, 2001, and (ii) the Web Content Accessibility Guidelines (WCAG) version 2.0 level AA as indicated below in parentheses by 'Section 508' and 'WCAG 2.0', respectively. Please note that such capabilities are subject to the dependencies, comments and exceptions (some of which may be significant, if any) noted on the applicable Voluntary Product Accessibility Templates (VPATs) (available at www.oracle.com/us/corporate/accessibility) for each Oracle product, when they are used in accordance with Oracle's associated documents and other written information, and provided that any assistive technologies and any other products used with them properly interoperate with them:

- Oracle Fusion Financials Cloud Service - (WCAG 2.0)
- Oracle Fusion Transactional Business Intelligence Cloud Service - (WCAG 2.0)
- Oracle Fusion Advanced Collections Cloud Service - (WCAG 2.0)
- Oracle Fusion Purchasing Cloud Service - (WCAG 2.0)
- Oracle Fusion Supplier Portal Cloud Service - (WCAG 2.0)
- Oracle Fusion Sourcing Cloud Service - (WCAG 2.0)
- Oracle Fusion Supplier Qualification Management Cloud Service - (WCAG 2.0)
- Oracle Fusion Self Service Procurement Cloud Service - (WCAG 2.0)
- Oracle Fusion Project Financials Cloud Service - (WCAG 2.0)
- Oracle Fusion Project Contract Billing Cloud Service - (WCAG 2.0)
- Oracle Fusion Grants Management Cloud Service - (WCAG 2.0)
- Oracle Fusion Automated Invoice Processing Cloud Service - (WCAG 2.0)
- Oracle Enterprise Planning and Budgeting Cloud Service - (WCAG 2.0)
- Oracle Fusion Inventory Management Cloud Service - (Section 508)
- Oracle Fusion Human Capital Management Base Cloud Service - (WCAG 2.0)
- Oracle Fusion Global Payroll Cloud Service - (WCAG 2.0)
- Oracle Fusion Time and Labor Cloud Service - (WCAG 2.0)
- Oracle Fusion Workforce Compensation Cloud Service - (WCAG 2.0)
- Oracle Recruiting Cloud Service - (WCAG 2.0)
- Oracle Learning Cloud Service - (WCAG 2.0)
- Oracle Fusion Goal Management Cloud Service - (WCAG 2.0)
- Oracle Fusion Performance Management Cloud Service - (WCAG 2.0)
- Oracle Fusion Talent Review and Succession Management Cloud Service - (WCAG 2.0)
- Oracle Fusion Procurement Contracts Cloud Service - (WCAG 2.0)
- Oracle Fusion Order Management Cloud Service - (WCAG 2.0)
- Oracle Fusion Order Management user Cloud Service - (WCAG 2.0)
- Oracle Additional Environments for Oracle Planning and Budgeting Cloud Service - (WCAG 2.0)
- Oracle Fusion Career Development Cloud Service - (WCAG 2.0)

No other terms, conditions, statements or any other such representations regarding or related to accessibility shall apply to the Oracle products provided under this proposal. Oracle cannot make any commitments about future product direction